

**Approved**  
**PARKING ADVISORY BOARD**  
**December 8, 2008**

Brenda Burkhartsmeier ✓  
Steve Bruggeman ✓  
Bruce Simon  
Nick Blake (esc.)

Randy Hafer ✓  
Scott Wetzel ✓  
Don Olsen ✓  
Leticia Moore ✓

**NOTES:**

The meeting was called to order at 16:06 p.m. by Brenda Burkhartsmeier. Others present were: Jim Ronquillo, Greg Kruger, Lisa Harmon, Chris Mallow and Kelly Cox.

**PUBLIC COMMENT PERIOD:**

None to report.

**REPORTS AND ACTION ITEMS:**

Approve minutes from October meeting:

Don motioned to approve the minutes from the November 10<sup>th</sup> meeting. Steve seconded the motion. All members were in favor and the motion carried.

Monthly Reports – November 2008:

Chris had no data for 10-hour permits for November but informed the Board that he would have the information for both November and December at the January meeting.

Chris explained to the new members on the Board how every year merchants purchase extra tokens and their usage of Park and Shop historically increase significantly due to the holiday season.

Chris believes the down turn of cash sales has to do with the down turn in the economy and the fact that in the month of November there was three holidays where the garages were closed; Election Day, Veteran's Day and Thanksgiving Day. Chris pointed out that the cash sales were still up from last year.

Chris and the DBA are still working on the details of raising the prices of the 10-hour meter permits. The City wants the whole process to be formalized to be in conjunction with other programs such as this.

Alpha Graphic's 10 minute zone recommendation - revisited:

Parking Advisory Board member Bruce Simon requested Staff to examine the 4 10 minute zones adjacent to the old Alpha Graphics location on N. 30<sup>th</sup> Street between 2<sup>nd</sup> and 3<sup>rd</sup> Avenues North. Staff spoke with Bill Paul, President of Yellowstone Bank, located on 3<sup>rd</sup> Ave. N and N. 30<sup>th</sup> Street, and he explained that Yellowstone Bank purchased the building that Alpha Graphics used to occupy and they do not see any need for the 10-minute zones with what they have planned for that building. They have off-street parking for both their employees and customers. Mann Mortgage was contacted and Roland Iverson stated their customers have no need for 2-hour parking. Other businesses in the area were called but calls were not returned.

*Staff, upon PAB recommendation, spoke with area businesses about having 10-hour meters on the west side of N. 30<sup>th</sup> St. between 2<sup>nd</sup> and 3<sup>rd</sup> Avenues N. and converting 5 two hour meters on the west side of N. 30<sup>th</sup> St. between 3<sup>rd</sup> and 4<sup>th</sup> Avenues N. Nearly all businesses stated that they were indifferent to any changes, of any kind, that were made at these spaces. However, Bill Parr, President of Yellowstone Bank, stated that these spaces are very close to his bank and many of his customers use these spaces to do business at his bank. He, adamantly, states that having 10-hour meters would cause his customers to work harder to find an open space and he does not want that to happen. He wants the 10-minute zones to be 2-hour parking and all other spaces on N. 30<sup>th</sup> St. between 2<sup>nd</sup> and 3<sup>rd</sup> Avenues N. left alone.*

*Staff has not received any objections to converting the 5 2-hour meters on the west side of N. 30<sup>th</sup> St., near the intersection with 3<sup>rd</sup> Ave. N., into 10-hour meters.*

Randy motioned that the Board accept Staff's recommendation as written. Don seconded the motion. After Chris drew out the area on the white board and some discussion Don put in a substitute motion to change the green meter in front of Yellowstone Bank to a 10-minute zone, move the green meter to the 1<sup>st</sup> 10-minute zone on the south side of 3<sup>rd</sup> Ave. N., change the other three 10-minute zones to two hour parking meters. Randy seconded the motion and all members were in favor and the motion passed.

Don motioned the board accept Staff's recommendation of changing the five 2-hour meters in front to of the residence on N. 30<sup>th</sup> St. between 3<sup>rd</sup> and 4<sup>th</sup> Avenues N. to 10-hour meters. Steve seconded the motion. All members were in favor and the motion passed.

Don motioned that the Board add to the Agenda item 4A to accommodate Council\_Member Jim Ronquillo's request to speak with the board in regards to

the Parking Study that was to be on the Council session that night. Leticia seconded the motion and all members were in favor. Jim asked the Board to please explain to him the reasoning behind why the study needs to be done and why now. Brenda explained that the last study, which was done in 1993, is not only outdated but that many aspects of parking downtown have changed, including but not limited to updated diagonal parking and 10-hour meters. She explained that although the Council, Staff and the Advisory Board had knowledge about Parking and its possible needs they were by no means experts. Greg Kruger explained that the information that would be gathered is needed now with the potential projects that are being slated or looked at for the downtown area, i.e. the First Interstate operations Center, the Federal Courthouse, the plans for the upcoming mill levy for a new library, the future use of the Northern Hotel and the possible addition at 4<sup>th</sup> Ave. N and Broadway from Stockman Bank. Although these projects are all in the planning phases the information and options are needed now to be pro-active instead of re-active. Additionally, it was said that if the project is not done now, when and if later the price for doing it will only increase. Brenda explained that she felt that the choice to go with a new firm instead of the firm that did the project before would give a new, fresh set of eyes to the project, something Billings was in need of. Lisa Harmon stated that parking is a major issue when trying to get businesses to move into the downtown sector. She stated that, as a spokesperson for the Downtown Billings Association, she felt that the Council and the Advisory Board must be pro-active and be prepared for what is to come. Both Lisa and Greg asked that their strong support of this project be noted and they excused themselves from the meeting.

Final approval of parking policies for: Special Enforcement Districts, Special Parking Districts and Meter/Bus Bag Policies:

It was motioned by Scott to accept the policies after a couple typo's, which were pointed out to Chris, were fixed. Randy seconded the motion and all members were in favor and the motion was passed.

Ratify parking policies for : Surface Parking Lots, Handicapped Zones:

Randy motioned that the Board accept the policy for Surface Parking Lots with the correction of one "typo". Leticia seconded the motion. All members were in favor and the motion passed.

Leticia motioned to accept the Handicap Zone policy with the correction of one "typo", Steve seconded the motion. All members were in favor and the motion passed. Additionally, the Board asked Chris to contact other cities within Montana to see what their policies were in regards to time limits for handicap parking. He stated he would and bring the information back to the next Board meeting.

**OLD BUSINESS:**

The map that has been discussed is still in the works. Chris has not received a completion date for this project.

Chris brought the originals of the Parking Enforcement areas as requested by Don. Brenda asked if all members could get a colored copy of these areas at the next meeting. Chris agreed and has asked Staff to complete this project.

Garage Enforcement was addressed and Chris explained that there have been technical difficulties with the P.D.A. and that it has taken some time to fix these problems in order to be able to enforce the garages on a regular basis. The problems have been corrected and enforcement of the garages will again begin on a regular basis.

### **NEW BUSINESS:**

DBP Report:

DBA Report:

Informational Items:

Chris advised the Board that he has attended two of three C.I.P. meetings, the first one in the Heights, the second on the west end and the third to be held at the Community Center on Wednesday December 10<sup>th</sup> at 6:30 p.m. As of this time no questions have been asked of Chris in regards to Parking. He believes if questions are to come it will be at this last meeting.

Chris is still working with the B.I.D. to do the cleaning around the Library.

Chris was asked to bring the last 3 policies to the next Board meeting for review. These include 10-minute zones, loading zones and on-street parking.

Adjourn:

The meeting was adjourned at 18:05.